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COMMISSION ON NARCOTIC DRUGS
Eleventh special session
Vienna, 29 January-2 February 1990

INFORMATION FOR PARTICIPANTS

Opening date and place of the session

1. The eleventh special session of the Commission on Narcotic Drugs will be held in the Vienna International Centre (VIC), Wagramer Strasse 5, 1220 Vienna. The session will open on Monday, 29 January 1990, at 10:00 a.m. in the Board Room, fourth floor of Building C. Floor plans of relevant buildings in the VIC are annexed to the present document.

2. The Sub-Commission on Illicit Drug Traffic and Related Matters in the Near and Middle East will meet from 24 to 25 January 1990 in Conference Room III on the seventh floor of Building C. The opening meeting will be on Wednesday, 24 January 1990 at 10:00 a.m.

List of participants

3. The preliminary list of participants at the eleventh special session of the Commission on Narcotic Drugs will be issued on 26 January 1990 and will not be revised until after the session has begun. Only names communicated to the Secretariat by 25 January 1990 at the very latest can be included in the preliminary list. Governments, intergovernmental and non-governmental organizations are accordingly requested to communicate the necessary information in good time.

Registration of delegations and identification badges

4. Security regulations at the VIC require that all participants be registered in order to enter the Conference Room. Security officers on duty in Building C will direct participants to the registration desk in the Main Lobby which will be open from 24 January 1990, from 9:00 a.m. to 5:00 p.m. Participants to the eleventh special session of the Commission on Narcotic Drugs are invited to register as early as possible and are requested to complete registration formalities by 9:30 a.m. on Monday in order to be on time for the opening meeting. Participants to the session of the Sub-Commission are required to register separately for the Wednesday and Thursday meetings.

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5. When registering, participants to the eleventh special session of the Commission on Narcotic Drugs and to the 26th session of the Sub-Commission on Illicit Drug Traffic and Related Matters in the Near and Middle East should clearly indicate their title within their delegation ("representative", "alternate" or "adviser": there is only one alternate for each delegation) and their official contact address (neither that of the hotel in Vienna nor their private address in their home country).

6. Upon registration, participants not already in possession of a VIC grounds pass will be issued VIC conference passes in the appropriate categories, bearing their name and country or organization. Upon presentation of the registration form, the necessary photographs for the conference passes will be taken in the Main Lobby. For security reasons the display of conference/grounds passes is necessary for admittance to the VIC as well as to the conference premises. As conference passes can be updated and used again for future sessions, participants are requested to hand in their passes to either a Security Officer or to a Conference Officer at the end of the eleventh special session.

Documents

7. During the session, documents may be collected from the documents distribution counter, fourth floor of Building C, where each delegation will be provided with a distribution box for documents and the Journal. The Journal will set forth the daily programme and other information related to the conduct of the session. In this box participants will also find a form on which they should state the number of copies of documents they require indicating the official language(s).

Postal services

8. A post office on the first floor of Building C provides all regular postal services, including cable and telephone services.

Banks

9. The Creditanstalt-Bankverein has a branch on the first floor of Building C and the Z-Bank (Zentralsparkasse und Kommerzialbank) on the entrance level of Building D which provide full banking services.

Medical services

10. Medical attention is available from the clinic operated by the Joint Medical Services located at the VIC, Building F, seventh floor (extension 2225 and, for emergencies, 2222).

Catering services

11. A cafeteria, a restaurant and a bar -- administered by UNIDO through a managing agent, EUREST GesmbH -- are located in Building F, on the entrance level. During the session, a buffet adjacent to the Delegates Lounge, outside the Board Room, will also be in operation.

Travel services

12. Wagons-lits/Cook and Cosmos are at the disposal of participants requiring assistance with such matters as travel, sightseeing, car rental and excursions. The travel offices are located in the corridor connecting the Main Lobby in Building C with Building F.

Commissary privileges

13. Commissary passes will be issued upon completion of registration formalities to the following participants:

(i) the Representative of a Government delegation;

(ii) staff members of specialized agencies in the professional category;

(iii) all United Nations staff members assigned to the Commission session from duty stations other than Vienna.

Access to the VIC

14. Participants coming by taxi are advised to leave the vehicle at Wagramer Strasse, enter at Gate 1, walk over the plaza and come in via entrance "C". Participants coming by the "U-Bahn" on Line 1 should get off at the "Kaisermuehlen-VIC" station, enter at Gate 1, and proceed to the plaza and entrance "C". Participants coming by foot can reach the plaza and entrance lobby of Building C by the stairs which leave the Wagramer Strasse some distance south of the buildings.

Parking facilities

16. Parking facilities for delegations will be available in garage P1, levels -1 and -2. Upon registration, delegates will receive a parking sticker, valid for the duration of the session, which will allow access to the parking facilities. Only cars displaying such a sticker will be permitted to park in the garage. Delegates are requested to ensure that their chauffeurs obey the traffic and parking signs, as well as the directions of the security officers in the VIC complex.

16. It should be noted that Gate 2 is in operation from 7:00 a.m. to 7:00 p.m. After 7:00 p.m. arrival and departure by car from the VIC is via Gate 3 only.

Cloakroom

17. Delegates are kindly requested to leave their coats in the cloakroom off the Main Lobby of Building C as no coat racks are available near the Conference rooms.

Airport bus

18. There is a shuttle between the airport and the City Air Terminal at the Hilton Hotel (6:00 a.m. to 8:30 a.m. every 30 minutes, 8:50 a.m. to 7:10 p.m. every 20 minutes, and at 8:00 p.m., 9:00 p.m. and 10:10 p.m., fare 50 AS, telephone 72.35.34). The drive takes approximately 20 minutes.

Currency

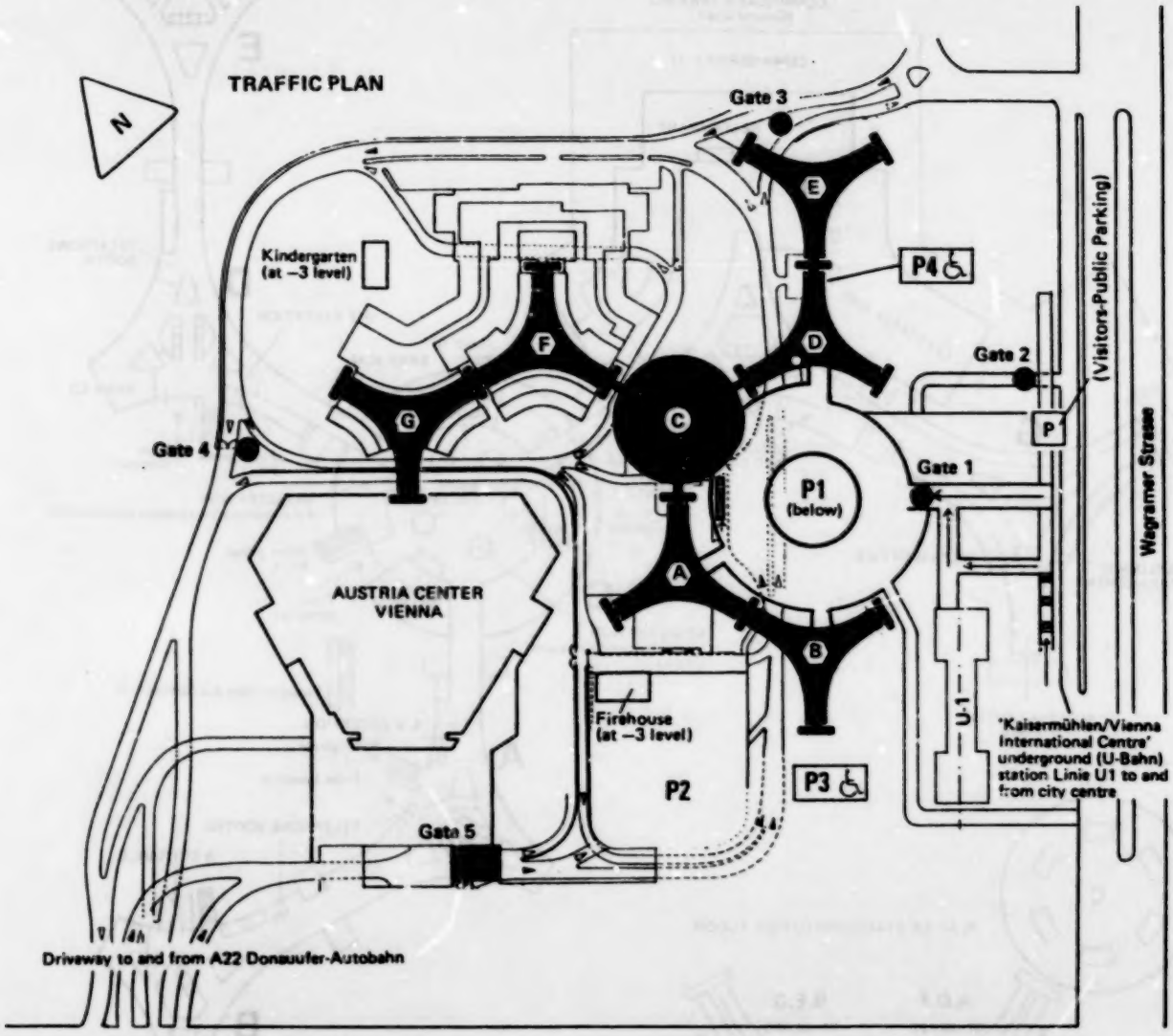
19. Bank notes, travellers cheques and letters of credit may be brought into Austria without restriction, but a few currencies may not be easily negotiable. Departing visitors may take with them the foreign currency and securities they brought into the country and up to 50,000 Schillings in Austrian currency.

Reservation of hotel rooms

20. The Secretariat regrets that it is not in a position to assist delegations in making hotel reservations. It is suggested that delegations take the necessary action through their diplomatic missions.

READEX FICHE

ANNEX



The five entry and exit points for the VIC are as follows:

WAGRAMER STRASSE		
Gate1 (plaza)	5.30 a.m.–8 p.m. (summer), 7 days 5.30 a.m.–9 p.m. (winter), 7 days	Pedestrians
Gate 2	7 a.m.–7 p.m., Monday–Friday	Vehicles authorized to park on P1–1*
Gate 3	24 hours (but closed from Saturday, 7 p.m. through Sunday, 7 a.m.)	Vehicles, in and out
A22 DONAUUFER-AUTOBAHN		
Gate 4	12 a.m.–7 p.m., Monday–Friday	Vehicles, out only
Gate 5	7 a.m.–4 p.m., Monday–Friday	Vehicles, in only

*Vehicles with special parking permits, vehicles of accredited permanent missions and taxis carrying holders of a VIC grounds pass or expected visitors.

PLAN OF ENTRANCE LEVEL (OE)